



**Code: 8748**  
Family: Public Safety  
Service: Public Safety  
Group: Fire Service  
Series: Firefighting

## **CLASS TITLE: PARAMEDIC FIELD CHIEF**

### **CHARACTERISTICS OF THE CLASS**

Under general supervision of an Assistant Deputy Chief Paramedic in the Fire Department Bureau of Operations a Paramedic Field Officer monitors and oversees continuous training, operations, logistics and professional standards functions, practices and procedures for Emergency Medical Services for an assigned platoon; and performs related duties as required

### **ESSENTIAL DUTIES**

- Provides supervision to Ambulance Commanders, Paramedics in-charge and Paramedics providing pre-hospital emergency medical assistance and care on a daily basis for an assigned
- Contributes to the development and implementation of the EMS strategic plan, goals, objectives and direction ensuring that sick and injured persons at fire and emergency scenes are properly assessed as to the nature and extent of illness or injury and that established protocols are followed
- Ensures compliance with documentation and reporting system requirements for Emergency Medical Services
- Assists management in the coordination of professional standard processes including compliant and incident investigations
- Participates in implementing quality assurance and training to ensure delivery of patient care service compliance with legislation, standards, policies and procedures
- Ensures day-to-day integration and coordination of EMS services for maximum return on resources.
- Provides direction to management regarding fleet maintenance, service, equipment and supplies, documentation and record keeping
- Ensures land ambulance accidents are investigated and appropriate follow-up and/or appropriate action is taken
- Has oversight for paramedic scheduling and for ensuring appropriate staffing coverage at all bases on a 24/7 basis
- Effectively interprets and communicates directives
- Ensures compliance with existing labor contract provisions
- Resolves issues and concerns, facilitates sharing of ideas and ensure on-going effective delivery of cost effective and balanced services across the EMS service system
- Reviews policies, procedures, directives and protocols and legislation pertinent to the service and, based on research and findings, makes recommendations to affect improvement to pre-hospital care
- Ensures command staff comply with departmental standards and codes for professional conduct
- Evaluates staff performance and rates the outcome of emergency/incident efficiency drills and related to paramedic protocols, hazardous materials awareness and operations, extrication and related Emergency Medical Services (EMS) operations

**NOTE:** *The list of essential duties is not intended to be inclusive; there may be other duties that are essential to particular positions within the class.*

## MINIMUM QUALIFICATIONS

### Education, Training, and Experience

- Career Service status as a uniformed member in the rank of Ambulance Commander in the Chicago Fire Department is required. Successful candidates must have passed the promotional Paramedic Field Chief examination

### Licensure, Certification, or Other Qualifications

- Must have and maintain State of Illinois certification as a licensed Paramedic/EMTP
- Must have a valid State of Illinois Driver's License

## WORKING CONDITIONS

- Stressful and physically demanding environment
- Extreme weather conditions

## EQUIPMENT

- Two-Way Radio
- Computers and peripheral equipment (e.g., personal computer, computer terminals, hand-held computer, modems)
- Cardiac Monitor & Defibrillator
- Patient Conveyance Devices
- Airway Management Devices
- Patient Immobilization Devices
- Splinting & Hemorrhage Control Devices
- IV (intravenous) insertion equipment
- Medication Administration Devices
- Personal Protective Equipment

## PHYSICAL REQUIREMENTS

- Must pass all phases of the selection process including a medical evaluation, drug screen, physical performance test and background investigation

## KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS

### Knowledge

Considerable knowledge of:

- \*applicable federal, state, and local laws, regulations, and guidelines
- Fire, incident and emergency management response planning, notification procedures, and protocols
- EMS procedures and protocols

Public safety principles and practices

Moderate knowledge of:

- Region XI Chicago Emergency Medical Services (EMS) Policies and Procedures
- Region XI Chicago Paramedic Standing Medical Orders

- Illinois EMS Act and applicable portions of Illinois Department of Public Health (IDPH) regulations
- geographical locations in the City

Some knowledge of:

- \*supervisory methods, practices, and procedures
- Fire and emergency medical procedures
- Safety principles and practices
- geographical locations in the City

### **Skills**

- \*ACTIVE LEARNING - Understand the implications of new information for both current and future problem-solving and decision-making
- \*ACTIVE LISTENING - Give full attention to what other people are saying, take time to understand the points being made, ask questions as appropriate, and not interrupt at inappropriate times
- \*CRITICAL THINKING - Use logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems
- \*MANAGEMENT OF MATERIAL RESOURCES - Obtain and see to the appropriate use of equipment, facilities, and materials needed to do certain work
- \*MANAGEMENT OF PERSONNEL RESOURCES - Motivate, develop, and direct people as they work and identify the best people for the job
- \*INSTRUCTING - Teach others how to do something
- \*JUDGMENT AND DECISION MAKING - Consider the relative costs and benefits of potential actions to choose the most appropriate one
- SYSTEMS ANALYSIS - Determine how a system should work and how changes in conditions, operations, and the environment will affect outcomes
- SYSTEMS EVALUATION - Identify measures or indicators of system performance and the actions needed to improve or correct performance relative to the goals of the system

### **Abilities**

- COMPREHEND ORAL INFORMATION - Listen to and understand information and ideas presented through spoken words and sentences
- SPEAK - Communicate information and ideas in speaking so others will understand
- COMPREHEND WRITTEN INFORMATION - Read and understand information and ideas presented in writing
- WRITE - Communicate information and ideas in writing so others will understand
- RECOGNIZE PROBLEMS - Tell when something is wrong or is likely to go wrong
- REASON TO SOLVE PROBLEMS - Apply general rules to specific problems to produce answers that make sense
- REACH CONCLUSIONS - Combine pieces of information to form general rules or conclusions (includes finding a relationship among seemingly unrelated events)

### **Other Work Requirements**

- INITIATIVE - Demonstrate willingness to take on job challenges
  - LEADERSHIP - Demonstrate willingness to lead, take charge, and offer opinions and direction
  - DEPENDABILITY - Demonstrate reliability, responsibility, and dependability and fulfill obligations
  - ATTENTION TO DETAIL - Pay careful attention to detail and thoroughness in completing work tasks
  - INDEPENDENCE - Develop own ways of doing things, guide oneself with little or no supervision, and depend mainly on oneself to get things done
  - INNOVATION - Think creatively about alternatives to come up with new ideas for and answers to work-related problems
  - INITIATIVE - Demonstrate willingness to take on job challenges
  - ATTENTION TO DETAIL - Pay careful attention to detail and thoroughness in completing work tasks
- 

All employees of the City of Chicago must demonstrate commitment to and compliance with applicable state and federal laws, and City ordinances and rules; the City's Ethics standards; and other City policies and procedures.

The City of Chicago will consider equivalent foreign degrees, accreditations, and credentials in evaluating qualifications.

\* May be required at entry.

---

City of Chicago  
Department of Human Resources  
June, 2012